

**AGRICULTURAL MARKETING PROGRAMS ACT (AMPA)
ADVANCE PAYMENTS PROGRAM
END OF CROP YEAR REPORT**

Instructions on the following Page

At the end of the crop year, the Administrator must declare in default any producer who has not repaid their advance. The default amount should be transferred to a default account separate from the over & under \$50,000 account. Please provide this report to AAFC within fifteen business days after the end of the crop year.

1. Name of Administrator:

2. Crop Year:

3. End of Crop Year Date:

4. Balance at the end of the crop year:

4.a) Number of producers

4.b) Account balance

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\$

5. Repayments received after the end of the crop year due to cheques in transit:

5.a) Number of producers

5.b) Repayments

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\$

6. Default totals (4-5):

6.a) Number of producers

6.b) Total principal default amount

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\$

7. Administrator's liability for principal: Must be paid to lender within fifteen (15) business days from the end of the crop year date:

Administrator's Liability

$$(\text{Administrator's Liability Percentage} \quad \% \times (\text{Total Default Amount (6.b)} \quad \$ \quad) \quad = \quad \$$$

8. Crop year interest to be remitted to AAFC by defaulted producers:

= \$

9. Administrator's liability on crop year interest to be remitted to AAFC from defaulted producers : Must be paid to AAFC within fifteen (15) business days from the end of the crop year date:

Administrator's Liability

$$(\text{Administrator's Liability Percentage} \quad \% \times \text{Crop Year Interest (8)} \quad \$ \quad) \quad = \quad \$$$

10. Date paid to AAFC:

Note: Please send a cheque made payable to "Receiver General of Canada" for the amount in section 9.
AAFC's liability

The Administrator must track the Producer(s) liability on the principal default amount plus outstanding crop year interest owed to AAFC on a monthly basis and report it to AAFC on the Monthly Reconciliation Report APPENDIX "I" Part C.

11. Total default amount at the end of the crop year:

$$\text{Total Default Amount (6.b) - Administrator's liability (7) \quad = \quad \$$$

12. Total crop year interest owed to AAFC for all defaulted producers:

$$\text{Total interest owed (8) - Administrator's liability (9) \quad = \quad \$$$

13. I certify that this statement has been fully verified against the lender's default statement. I have attached a copy of the lender's default statement and have a record on file for verification purposes. The calculations above have been made in accordance with the AMPA regulations.

 Signature

 Date

INSTRUCTIONS

PLEASE PROVIDE THIS REPORT TO AAFC WITHIN FIFTEEN BUSINESS DAYS OF THE CROP YEAR END.

1. **Name of Administrator:** Indicate the name of your producer organization.
2. **Crop Year:** Indicate the crop year for which you are completing this report.
3. **End of crop year date:** The end of crop year date is in the agreement between Agriculture and Agri-Food Canada and yourself. If there is more than one crop year in this agreement, please fill in separate reports for each crop year.
- 4a. **Balance at the end of the crop year:** Indicate the number of producers who had outstanding balances at the end of the crop year date indicated in number (3) above.
- 4b. **Balance at the end of the crop year:** Indicate the balance outstanding on the last interest claim (number (4) on appendix "I") for this crop year.
- 5a. **Repayments received due to cheques in transit:** Indicate the number of producers who repaid before the end of the crop year, however, their cheques were still in transit after the end of the crop year.
- 5b. **Repayments received due to cheques in transit:** Indicate the amount repaid from the cheques in transit.

Number (6) calculations are the number of producers and the amount you are declaring in default for the crop year being reported.

- 6a. **Default totals (number of producers):** The difference between (4a) and (5a).
- 6b. **Default totals (principal):** The difference between (4b) and (5b).
7. **Administrator's liability for principal:** Is calculated by multiplying the administrator's liability percentage indicated in the agreement between yourself and AAFC by the total default amount that has been calculated in number (6b).
8. **Crop year interest to be remitted to AAFC by defaulted producers:** As Agriculture and Agri-Food Canada has already paid the interest on the first \$50,000 of each advance, all defaulted producers must repay to AAFC the crop year interest benefit that they received during the crop year.
9. **Administrator's liability on crop year interest to be remitted to AAFC from defaulted producers:** Is calculated by multiplying the administrator's liability percentage indicated in the agreement between yourself and AAFC by the crop year interest that has been calculated in number (8) above.
10. **Date paid to AAFC:** Please indicate the date of the cheque that was sent to the Department for the administrator's liability for crop year interest owed to AAFC. Please ensure to make cheques payable to the "Receiver General of Canada"
11. **Total default amount at the end of the crop year:** The difference between the total default amount which has been calculated in (6.b) and the administrator's liability in number (7).
12. **Total crop year interest owed to AAFC for all defaulted producers :** The difference between the total interest owed which has been calculated in (8) and the administrator's liability in number (9).
13. Once the form is completed, please verify the form against the lender's default statement and attach a copy to the form. Please keep a record on file for verification purposes. Sign and date the form.